



Castle Hill Community Centre

ANNUAL REPORT AND FINANCIAL STATEMENTS

**For the year ended
31st March 2025**

Castle Hill Community Centre is managed by The Castle Hill Community Centre Trust,
Registered Charity N0: 1178607

Castle Hill Community Centre

Annual Report

for the year ended 31st March 2025

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Bankers: Santander Bank, 1-3a Carr St, Ipswich IP4 1DS

Castle Hill Community Centre

Independent examiner's report to the trustees of Castle Hill Community Centre Trust

I report on the accounts of the Castle Hill Community Centre for the year ended 31st March 2025, which are set out on pages 9 to 11.

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

- In the course of my examination, no matter has come to my attention:
 1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts, which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
 2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



P J Keeble ACMA

5 The Cambria, Key Street,
Ipswich, Suffolk IP4 IFF

29th January 2026



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 1st April, 2024 **Period start date**

To: 31st March, 2025 **Period end date**

Charity name: Castle Hill Community Centre Trust

Charity registration number: 1178607

Objectives and Activities

	SORP referenc e	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further or benefit the residents of North West Ipswich and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing facilities for local community organisations, clubs etc to meet and carry out their activities. Supporting by hire of rooms other charitable organisations who benefit the local community in north-west Ipswich. Organising fund-raising events, providing help and advice to other organisations such as the Big Local Trust.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trust confirms that it has regard to the guidance issued by the Charity Commission and has taken this into account in making decisions to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Contribution made by volunteers	Para 1.38	Volunteers have continued to play a key role in the success of our Food Bank during the year (see below). Many of these come from the immediate area surrounding the Centre.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Our weekly Food Bank has continued through the year for people in need in North-west Ipswich, with an average attendance 28 people. A total of 7 volunteers, plus staff and a number of trustees who were regularly involved in supporting this weekly event. We continue to work with the local authority in encouraging a healthy diet for users and have hosted visits from health providers and other caring agencies including financial advisors. It is clear that our services are much needed in the community we are proud to serve. We continue to provide facilities for other small charities who are involved with training and providing services for both children & adults in the local community.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We have financed some major repairs to our premises during the year but still managed to return a surplus of £27,405. Our annual accounts show firm financial control with a tight rein on expenditure and our investments have made a good return on capital.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy for holding reserves is based on loss of income we might face in a worst-case scenario. Our aim is to maintain our service to customers & tenants in the event of any disruption to business. The policy is reviewed annually taking into account inflation and any changes in risk & was this year increased by 70%. The Reserve funds remain in a restricted bank account to limit our exposure under the FSCS guarantee.
Amount of reserves held	Para 1.22	£85,000
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None. We are the only community centre in North-west Ipswich and have established a good reputation for providing first-class facilities at an affordable cost.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal source of funds is from room hire but for specific projects such as the Food Bank, we rely on grants and client contributions. There has been no requirement for fund-raising initiatives during the year and none is anticipated within the foreseeable future until we begin a programme of replacement of ageing outbuildings.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We do not invest in any stocks/shares related financial organisations. We continue to manage surplus funds through an investment platform to allow us to maintain deposits below the FSCS guarantee. Funds are carefully monitored & managed to take advantage of the best interest rates on offer.
A description of the principal risks facing the charity	Para 1.46	None known of.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission Foundation Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are recruited to the Board at any time by the Trustees. In selecting individuals for appointment as Trustees, the Trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO. We actively seek Trustees who reside in the North-west area of Ipswich and who have a particular interest in the work of the Centre. All appointments are ratified by majority vote at Trustees Board meetings. Officers of the Trust are appointed at the Annual General Meeting and serve for a specified period.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are provided with induction information and a copy of the Trust's Constitution. We aim to provide training either by a one day course externally sourced or by on-line modules, within the first six months & refresher
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		training for all Trustees provided by in-house HR.
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Reference and Administrative details

Charity name	Castle Hill Community Centre Trust
Other name the charity uses	None
Registered charity number	1178607
Charity's principal address	Castle Hill Community Centre, Highfield Road, Ipswich, Suffolk, IP16DG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Raymond Boggis	Chairman		
2	Richard Skinner	Treasurer		
3	Roger Barnes	Vice Chairman		
4	Edwin Candy			
5	Hazel Stapleton		1.6.18 – 31.5.24	
6	Maureen Grenfell			
7	Magda Chambers			
8	Graham Smith		18.7.24 – 31.3.25	

Names of the charity trustees resigned during the year

Trustee name	Office (if any)	Dates acted if not for whole year

Funds held as custodian trustees on behalf of others



Description of the assets held in this capacity	None. We ceased responsibilities as LTO for the Northwest Ipswich Big Local Trust in October 2023.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Raymond Leslie Boggis

Richard John Skinner

Position (eg Secretary,
Chair, etc)

Chairman

Treasurer

Date

24th January 2026

Castle Hill Community Centre

Income & Expenditure Account for the year ended 31st March 2025

	£ 2025	£ 2024
Income:		
Grants (General)	1,000	-
Restricted Funds (Food Bank Project)	15,720	32,897
Restricted Funds (Apprentice Bursary)	280	-
Room Rent (Tenants)	61,169	62,691
Room Hire	75,677	76,849
Donations	-	50
Interest Received	14,762	12,279
Other Income (Insurance Claim)	5,858	4,784
Refunds/ credits	-	-
BLT Admin & Management Fees	-	367
Total Income	<u>174,466</u>	<u>189,917</u>
Expenditure:		
Staff Costs	67,311	58,740
Accommodation Costs	39,064	44,148
Office and Financial Costs	7,609	4,070
Restricted Costs (Building Work)	7,648	62,962
Restricted Costs (Food Bank Project)	25,215	22,386
Restricted Costs (Apprentice Bursary)	214	-
Total Expenditure	<u>147,061</u>	<u>192,306</u>
Total Surplus (Deficit) of Income over Expenditure	<u>27,405</u>	<u>(2,389)</u>

Analysed:

	2025		2024	
	General Funds	Restricted Funds	General Funds	Restricted Funds
Income	158,466	16,000	157,020	32,897
Expenditure	113,984	33,077	106,958	85,348
Surplus/(Deficit)	44,482	(17,077)	50,062	(52,451)
	Overall Surplus 27,405		Overall Deficit (2,389)	

Castle Hill Community Centre

Balance Sheet as at 31st March 2025

	31st March 2025	31st March 2024
<u>Assets</u>	£	£
<u>Bank Balances</u>		
Santander Current Account	3,882	7,320
Santander Deposit Account	34,184	17,433
Santander New Building Account	5,616	2,980
Nationwide Building Society Account	85,000	85,000
Flagstone Portfolio	272,803	261,347
	<hr/>	<hr/>
Total Assets	<u>401,485</u>	<u>374,080</u>
 Represented by:		
Accumulated surplus brought forward	374,080	
Add: Surplus for the year	<u>27,405</u>	
Accumulated surplus carried forward	<u>401,485</u>	
 Analysed:		
General Funds	383,169	
Restricted Funds	18,316 (see Note 4)	

Castle Hill Community Centre

Notes to the Accounts for the Year Ended 31st March 2025

1. Accounting Policy

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

2. Grant Income

The grant income received during the year that was not Covid related, has been treated as exceptional income as per the Charity Commission definition, as they are one off awards. Accordingly the accounts have been prepared on a receipts and payments basis.

3. Fixed Assets

As all fixed assets purchased are under £1,000 they have been written off to expenditure in the year that they have been purchased.

4. Restricted Funds

At the 31st March 2025, restricted funds totalled £18,316 being the balance remaining on the following grants received:

SCC	£ 16,277	(transitional grant for Building Work)
Various Organisations	£ 1,973	(Food Bank Project)
Suffolk College	£ 66	(Apprentice Bursary)